

MINUTES  
PARK AND RECREATION BOARD MEETING  
MONDAY, OCTOBER 11, 2004  
6:30 PM

The Board convened for their regular meeting at 6:30 PM at the Parks and Recreation Administrative Offices at 717 W. Main Street, Arlington, Texas on October 11, 2004, notice of said meeting being posted as prescribed by Chapter 551, V.T.C.A., Government Code, with the following members and staff present, to wit:

**Members:**

Mrs. Sue Phillips	Chair	Place 3
Mr. Alvin Warren	Vice-Chair	Place 4
Mr. Charley Amos	Member	Place 6
Ms. Candace Halliburton - absent	Member	Place 11
Mr. Joseph Way	Member	Place 10
Mr. Val Gibson	Member	Place 1
Mr. James Maibach – arrived at 6:58 p.m.	Member	Place 7
Mr. Glenn Troutman	Member	Place 9
Mrs. Caron Montgomery	Member	Place 5
Ms. Laura Capik	Member	Place 2
Mr. Jowel Rodriguez	Youth Member	

**Staff:**

Ruth Keith	Administrative Assistant to the Director
Jennifer Chadwell	Administrative Assistant to the Director
Bill Gilmore	Assistant Director-Community Programs
Gordon Robertson	Parks Planning Manager
Matt Young	Assistant Director-Operations
Cory Styron	Maintenance Superintendent

Also attending was Stephen Smith with the Community Garden of Arlington Association and Ted Clay, Lake Supervisor.

**I. CALL MEETING TO ORDER**

Chairwoman Sue Phillips called the regular meeting to order at 6:31 PM. After calling the meeting to order, Mrs. Phillips guided all Board members and attending staff outside 717 W Main for Ms. Keith's rock dedication in appreciation for her 34 years of service.

**II. SEPTEMBER 13, 2004 REGULAR MEETING MINUTES**

Chairwoman Phillips asked for approval of the minutes. Mr. Warren made a motion to approve the minutes of the September 13, 2004 board meeting and Mr. Troutman seconded the motion. The motion passed unanimously.

**III. RECOGNITION**

Spotlight Employee

Mr. Styron, Maintenance Superintendent, introduced Mr. Ted Clay, Lake Supervisor. Mr. Clay provided the Board with a PowerPoint presentation regarding various maintenance areas, modifications to current structures, and recent purchases at Lake Arlington.

After Mr. Clay's presentation, Mr. Troutman requested that the department include verbiage on applicable park signs about the new law that requires youth ages 13-18 to complete a boater safety course.

#### **IV. ITEMS FOR ACTION**

A. Comments from Citizens (about Items for Action) – No discussion.

B. Items for Action

1) Park Permits - The Board considered and approved 5 park permit applications.

Mrs. Montgomery made a motion to approve the permit requests. Mr. Way seconded the motion. The motion passed unanimously.

#### **V. ITEMS FROM CITIZENS**

Mr. Stephen Smith with the Community Garden of Arlington Association informed the board that the purpose of the group would be to provide organic projects and gardens as well as establishing relationships among diverse community groups.

There are approximately 15 volunteers on the steering committee at the current time. This committee would like to plant a community garden at Bob Cooke Park next spring (2005). This garden would consist of 55 to 60 raised 4x12' beds.

Mr. Maibach arrived for the meeting at 6:58 p.m.

#### **VI. SCHEDULED INFORMATION REPORTS**

##### **A. Operations Maintenance Report**

Mr. Young informed the Board about a linear park system grant for signage and cameras. This grant includes the acquisition of four new surveillance security cameras. These cameras are solar battery powered and may be moved from one location to another. The cameras will be used to deter illegal dumping at various locations.

Mr. Maibach requested the installation of "No Dumping" signs at designated camera locations in order to enforce illegal dumping. Mr. Young will work with Neighborhood Services for compliance with established policies and procedures.

Park staff will post and distribute informational flyers about these grants and meet with neighborhood homeowner associations next year to receive feedback. The Board would like a status update from Mr. Young after the conclusion of these meetings.

##### **B. Planning Work Plan Report**

Mr. Robertson updated the Board on the status of various projects nearing design completion. Mr. Robertson stated that there has been some slow down, once the contracts are forwarded to the City Attorney's Office, due to lack of staffing.

There are currently nine projects about to be or currently in the process of being bid for construction. These include the Bad Koenigshofen Pool, Red Kane Park, George Stevens Park, Patterson Soccer, Various Playgrounds, Gene Schrickel Park, J.W. Dunlop and Randol Mill ballfields, Cravens Park concession building roof, and Legacy Pavilion roof repairs.

Mr. Robertson advised the Board that there will be a public meeting held at the Senior Eunice Recreation Center on Wednesday, November 3, 2004 at 6:30 p.m. in regards to Johnson Creek.

##### **C. Customer Service Report**

Mr. Young updated the Board on various park maintenance issues. Mr. Troutman stated that he would like to see a year to date comparison provided in future reports. Mrs. Montgomery requested additional information in regards to the litigation reference concerning Rush Creek. Mr. Young will provide this information to the Board.

Mr. Gibson complimented park staff for their responsiveness of customer complaints despite the recent adverse weather conditions.

**D. Monthly Calendar**

No discussion

**VII. PARD INFORMATION ITEMS**

- A. Patterson Sports Center Development – Mr. Robertson set a date of Friday, October 15, 2004 to meet with Mr. Gibson and Mr. Maibach to further discuss the development of Patterson Sports Complex. The committee plans to have the RFP draft for the Board by the November Park Board meeting. Mrs. Phillips expects the appointed board members to attend these meetings if at all possible.
- B. Bob Cooke Community Garden – Mr. Roberston informed the Board that he is working in conjunction with an advisory steering committee, the Arlington Conservation Council, Jay Falgout – Park District Supervisor, and Denice Neal – Facility Manager, on establishing Arlington's first Community Garden at Bob Cooke Park.

The purpose of this garden would be to provide educational gardening instruction and outdoor programs to our citizens. These beds would be contracted out to individuals and if not properly maintained, their contract would be voided.

Mrs. Phillips requested a Acquisition and Development committee meeting before the November board meeting to further discuss this issue.

- C. FY 2005 Budget- Mr. Gilmore briefed the Board on the FY 2005 budget and provided a slideshow. The Board requested a copy of the budget presentation and a comparison of FY04 and FY05 budget figures. In addition, the Board also requested a copy of the BAF and all new program requests.

**VIII. PARB COMMITTEE REPORTS**

- A. Planning and Policies – Caron Montgomery, Chair
  - 1. Next Meeting Date Announcement  
The committee met on September 30<sup>th</sup> along with the Acquisition and Development committee. These committees will meet again later this month to make a few more revisions. The committees hope to have a presentation ready for the November PARB meeting.
- B. Acquisition and Development – Alvin Warren, Chair
  - 1. Next Meeting Date Announcement – No date established
- C. Operations and Maintenance – Charley Amos, Chair
  - 1. Next Meeting Date Announcement  
The next committee meeting will be held on October 28, 2004 at 6:30 p.m. in the Parks Board Room.

**IX. ITEMS FROM PARB MEMBERS**

- A. Reports from Liaisons to Advisory Boards – No discussion
- B. Reports from Liaisons to Organizations – No discussion
- C. Board Members
  - 1) Linking with Organizations – No discussion
- D. Announcements – No discussion  
  
Chair – No discussion.

There being no further business, the meeting adjourned at 8:29 p.m.